

**Chevy Chase Village  
Building Facilities Commission  
February 27, 2015**

**Commissioners**

Pamela Murphy, Chair	Present
Carole Lee	Present
Anne Shields	Present

**Staff Members:**

Melissa Wiak	Present
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The meeting began at 9:03 a.m.

The February 13 meeting minutes were circulated to the Commission. Ms. Murphy moved to approve the minutes, Ms. Lee seconded the motion. Ms. Murphy, Ms. Lee and Ms. Shields voted in favor of the motion. The motion passed.

**OLD BUSINESS:**

**Hall Rental Applications:**

1. The Commission agreed to revise the hall rental requirements to present to the Board at its April regular meeting. The Commission proposed a chaperone requirement for all non-Village resident events. Instead of having the resident stay for the entire duration of the event, a resident-approved chaperone or Chevy Chase Village representative will oversee the event.
2. The Commission suggested sending an e-mail to residents who rented the hall within the past year to see what worked well and what could be improved.

**Class Offerings:**

- To prevent classes from cancellation and to increase the variety of classes the Village offers, the Commission proposed changing the residency requirement for classes; requiring one (1) participant to be a Chevy Chase municipal resident. Class fees and minimum enrollment requirements will remain unchanged. The Commission will present this suggestion to the Board at its April regular meeting.

The meeting concluded at 9:34 am.

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Secretary